



US Army Corps
of Engineers ®
New England District

Hearing Protocol

Public Affairs Office, 696 Virginia Road, Concord, Massachusetts 01742-2751

1. Corps of Engineers hearings are conducted in accordance with Title 33, Code of Federal Regulations, Part 327. The most recent edition of these regulations was published in the November 13, 1986, Federal Register which is available at most libraries.
2. Either the District Engineer or the Deputy District Engineer (the two top ranking officials at the New England District) normally serve as the presiding officer at the hearing. When neither of them is available to serve, the District Engineer may designate another presiding officer.
3. The District Counsel or his designee serves as the legal advisor to the presiding officer to advise him on legal matters that may arise. The Chief, Public Affairs or his designee serves as the presiding officer's advisor on all aspects of communication, media relations, local/regional public involvement and interaction, and community relations.
4. Any person may appear at the hearing on his own behalf or may be represented by counsel or by another representative.
5. Hearings will be conducted orderly, but expeditiously, by the presiding officer or hearing moderator/facilitator.
6. After the opening remarks by the presiding officer, time may be allowed for presentations describing the proposed project.
7. After the presentations, elected and appointed officials will be given an opportunity to present their official comments regarding the proposed project.
8. The general public will then have an opportunity to make oral statements, present written statements, make oral presentations and make recommendations as to any appropriate decision. Cross-examination will not be allowed. All questions will be directed to the presiding officer for the record. The hearing will continue until everyone (who has requested) has had a chance to speak. Exceptions to this protocol will be decided by the moderator.
9. All comments, written and oral, receive equal consideration (lengthy written statements should be summarized orally and the entire written statement submitted for the record).
10. The presiding officer may establish reasonable time limits for (all) individual comments in order to ensure all who have requested will have an opportunity to speak on the record.
11. The hearing file will remain open for a period to be determined by the presiding officer from the date of the hearing for the submission of additional statements.
12. The presiding officer shall have the power to recess or suspend the hearing and, at the presiding officer's discretion, reconvene it at a later date.
13. A transcript of the hearing will be prepared. Copies may be purchased from the hearing reporter of the Corps of Engineers. A copy will be available for inspection at the New England District headquarters in Concord, Massachusetts.

New England District U.S. Army Corps of Engineers Hearing/Meeting/Workshop Protocol

Members of Congress or his/her representatives

Governor or his/her representative

Other elected state officials

Local elected officials

Representatives of federal agencies

Representatives of state agencies

Representatives of local agencies

All others, in the order in which cards were turned in